

M I N U T E S

Aviation Advisory Committee, West Plainfield Advisory Committee on Airport Development

Lillard Hall, Yolo County Airport, 24905 County Road 95
Thursday, June 19, 2003

Members in Attendance: Peter Defty, Jim Belenis, Chris Foe, Doug Kinkle, Roy Kanoff, Ken Price

County Staff: David Daly, Airport Manager

Others in Attendance: Members of the community

Members Absent: Stuart Buchan, John Hancock, Debbie Parrella

Call to Order

The meeting commenced at 7:05 p.m.

Approval of Agenda

1. The Agenda was approved by the members present as submitted.

Approval of Minutes

2. The Minutes of the January 23, 2003 and April 17, 2003 were approved by the members present including a correction to reflect Ken Price in attendance at the April 17, 2003 meeting.

Items

3. Status of FAA Grant and Funded Airport Improvement Projects

Staff informed the committee on the progress of FAA funded projects including the Automated Weather Observation System (AWOS), Precision Approach Path Indicators (PAPI), Runway Lighting (HIRL). Staff indicated that the designs for the systems were underway and construction of the AWOS was expected to commence by mid to late August. Staff indicated that according to recent discussion with the FAA, that the Yolo County Airport was also in line to receive the next phase in FAA grant funds for Fiscal

Year 2003/2004 in the amount of \$150,000. Members of the committees generally discussed the progress of the projects.

4. Airport Land Survey

Staff stated that the Airport was presently being surveyed to establish monuments and boundaries for the Airport. The purpose of the survey was to enable accurate lease areas for future tenants and as the next step toward the preparation of a drainage plan for the Yolo County Airport premise. The committees acknowledged the survey work being conducted.

5. Airport Enterprise Financial Statement for Fiscal Year FY 2001/2002

Per the request of committee members at an earlier meeting, staff presented the financial statement of the Airport to the committees for information and responded to questions. Staff noted improvements in the Airport's annual operating expenses and revenues, and noted that the Airport had generated profits during the past several years.

As a side note, members suggested that the current insurance policy be reviewed regarding liability limits and terms.

6. Recommended Fiscal Year FY 2003/2004 Airport Enterprise Operating Budget

The recommended budget was presented to the committees. Members of the committee noted the inclusion of a salary expense in the recommended budget, as compared to the FY 2001/2002 Financial Statement for the Airport, which did not. Staff noted that this salary expense was also budgeted for the present FY 2002/2003, and was necessary to defray some the expense to the Planning and Public Works Department in funding the Airport Manager's time. Members of the committee expressed support for the salary expenditure. The committees also accepted the recommended FY 2003/2004 Airport budget.

7. Preliminary proposal for hanger development adjacent to Yolo Aviation including 12 General Aviation hangers at 1,164 square feet per hanger, and 5 free span hangers at 3,300 square feet per hanger. Applicant: Ed Schmauderer

The material provided in the committee(s) packet regarding the preliminary proposal was opened up for discussion by the committees. Members asked if the project applicant was present. Staff stated that the applicant was informed as to the meeting place, date and time, however, was not in attendance for the item.

Members of the committees expressed disappointment at the content and quality of the material presented, and that it was difficult to take the proposal seriously absent any representation by the applicant. Staff noted that the material in the packet was only intended to be preliminary and that staff planned to return to the committees in the future once a formal proposal and plans were submitted. Some committee members requested that future proposals, preliminary or otherwise, be submitted in a complete form to allow for adequate review by the committees.

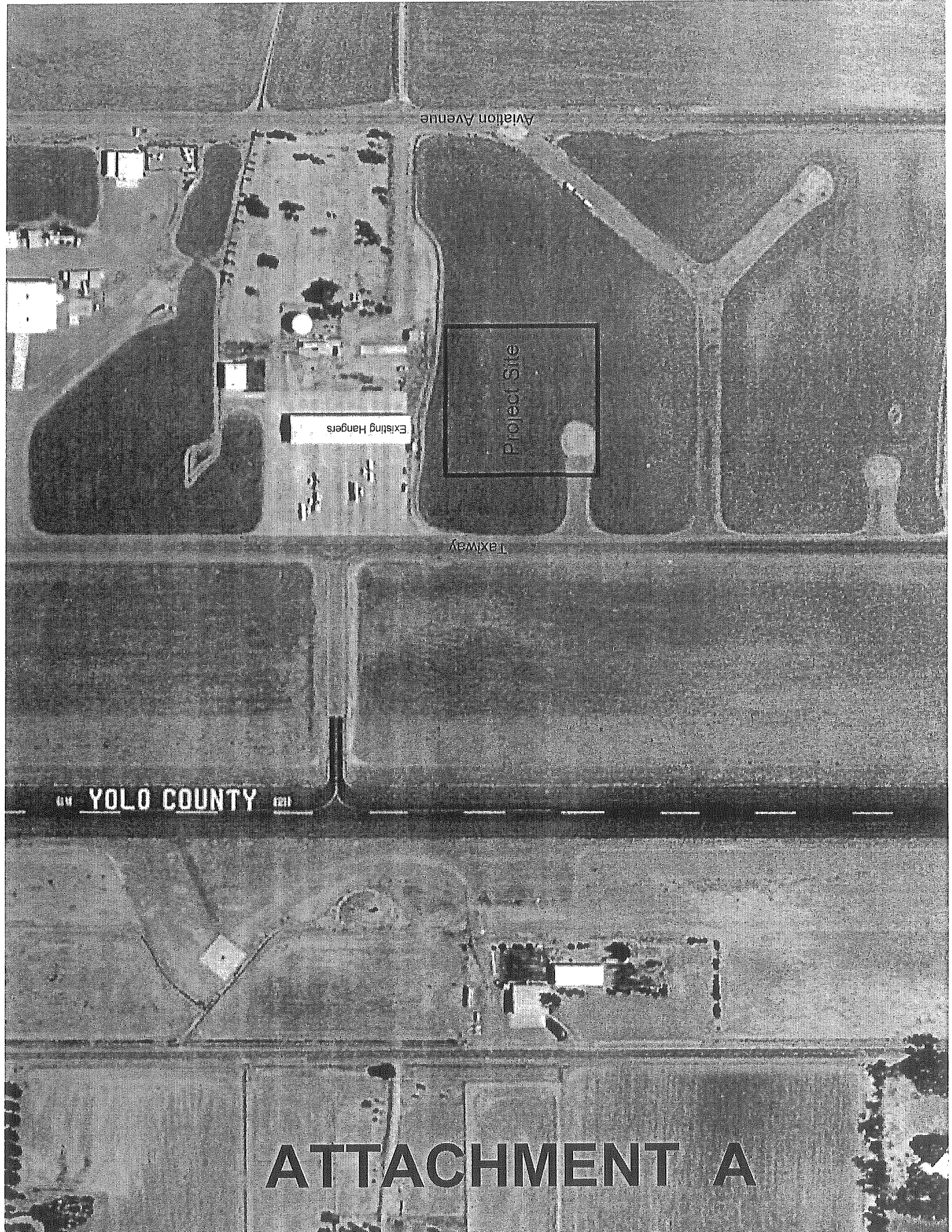
Regarding the preliminary proposal, the committee members present voted to require that the proposed project be brought back to the committees for further review and recommendation if and when formal plans and designs were provided to staff.

8. **Other Airport Matters**

No other matters were discussed.

Adjournment

The meeting was adjourned at approximately 7:45 p.m. to the next bi-monthly meeting of Thursday, August 21, 2003.



Aviation Avenue

Existing Hangars

Project Site

Taxiway

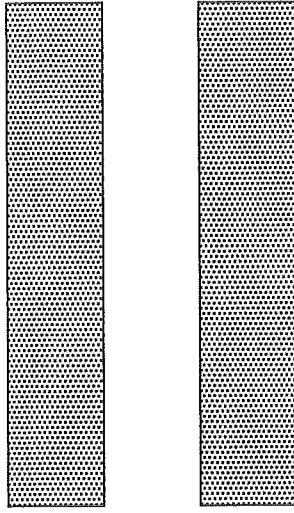
YOLO COUNTY

ATTACHMENT A

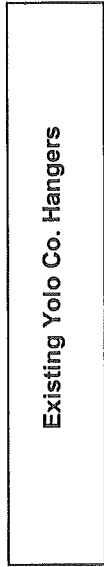
Aviation Avenue



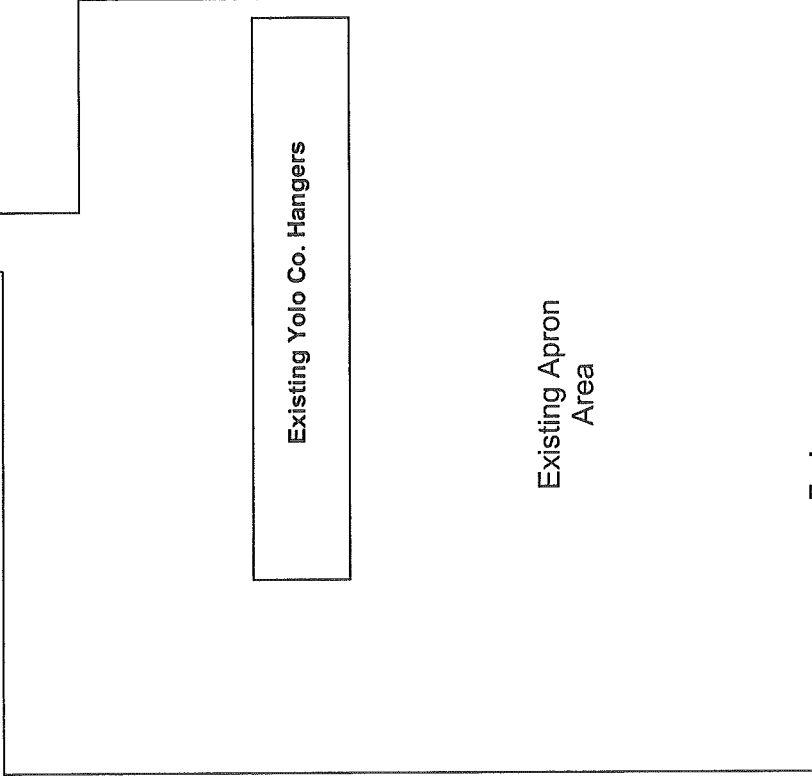
Proposed Hanger Project Site



Existing Yolo Co. Hangers



Existing Apron Area



Taxiway



EAA

Aviation Avenue

Existing Hangers

Project Site

Taxiway



